



Forward Thinking, High Achieving.

District Volunteer Application

Thank you for your interest in volunteering with Missoula County Public Schools. Please complete the following form to be registered as an MCPS volunteer. If you will be working with MCPS students unsupervised (without an MCPS employee present) you must also submit a Criminal Background Check form, which can be found in this packet or online.

Find more information at www.mcpsmt.org

1. Basic Information

Name: _____ Date of Birth (mm/dd/yyyy): _____

Address: _____ City, State, ZIP Code: _____

Phone: _____ Home Cell Email: _____

Gender: Male Female CPR/First Aid Certified? Yes No

Emergency contact (Name, Relationship, Phone): _____

2. Affiliation

How are you affiliated with the school district? Check all that apply

___ Parent ___ Other Relative ___ Community Member ___ UM Student ___ MCPS Alum ___ MCPS Employee
___ Graduation Matters Missoula ___ Volunteer through outside organization ___ Other: _____

At which school(s) do you plan to volunteer? Check all that apply

___ Chief Charlo ___ Cold Springs ___ Franklin ___ Hawthorne ___ Lewis and Clark ___ Lowell ___ Paxson ___ Rattlesnake
___ Russell ___ C.S. Porter ___ Meadow Hill ___ Washington ___ Big Sky ___ Hellgate ___ Sentinel ___ Seeley Swan
___ Willard ___ All ___ Unsure

If you volunteer through an outside organization, which?

___ Flagship ___ Big Brothers Big Sisters ___ YWCA GUTS! ___ LEAP ___ Writing Coaches of Missoula ___ YMCA Active 6
___ CATCH ___ Foster Grandparents ___ RSVP Tutors ___ Other, please specify: _____

Are you currently a volunteer with MCPS? Yes No

Are you a retired educator currently participating in Teacher's Retirement System (TRS)? Yes No

How often would you prefer to volunteer? ___ Daily ___ Weekly ___ Bi-Weekly ___ Monthly ___ Other, please specify _____

3. Skills and Talent

What are your skills, interests and/or hobbies? Check all that apply

___ Writing ___ Math ___ Reading ___ Science ___ Outdoor Activities ___ Sports ___ Art ___ Crafts ___ Woodworking
___ Computers/Technology ___ Web design/Web 2.0 ___ Music ___ Other, please specify: _____

What is your highest level of education? ___ GED ___ High School Diploma ___ Bachelors Degree ___ Masters ___ Doctorate

If applicable, what is your degree or field of study? _____

Do you want to register as an Applied Learning Professional? An Applied Learning Professional provides learning experiences to students outside the regular classroom (i.e. job shadowing, mentoring, internships, etc.)? ___ Yes ___ No

**If you check yes, please fill out the Applied Learning Professional Form*

Periodically the District sends email communications to publicize volunteer opportunities. Please indicate if you would like to receive email communications from MCPS. Yes No

Signature: _____ Date: _____

Missoula County Public Schools Confidentiality Agreement

Students in Missoula County Public Schools have the right to expect that information about them will be kept confidential by all volunteers, student interns, practicum students and student job shadow observers. Additionally, the U.S. Congress has addressed the privacy-related concerns of educators, parents, and students by enacting the Family Educational Rights and Privacy Act (known more commonly as “FERPA” or the “Buckley Amendment”). Among other provisions, FERPA allows the government to withdraw federal funds from any educational institution, including Missoula County Public Schools, which disseminates a student’s education records without his or her parent’s consent.

- Each student with whom you work has the right to expect that nothing that happens to or about him or her will be repeated to anyone other than authorized school department employees, as designated by the administrators at your school. Even when discussing a student with those who are directly involved in a student’s education, such as a teacher, principal, or guidance counselor, you may not share otherwise confidential information with them unless it is relevant to the student’s educational growth, safety, or well being.
- You may not share information about a student even with others who are genuinely interested in the student’s welfare, such as social workers, scout leaders, clergy, or nurses/physicians (a grave medical emergency, in which confidential information may be necessary for a student’s care, is the only exception). Thus, you must refer all such questions to the school employees so authorized and indicated to you, typically the student’s teacher or principal.
- Parents, friends, or community members may in good faith ask you questions about a student’s problems or progress. Again, you must refer all such questions to the authorized school employees. You may not share information about a student even with members of your own family or the student’s family.

Before you speak, always remember that violating a student’s confidentiality isn’t just impolite, it’s against the law!

Agreement:

I, (print name) _____, as a volunteer, student intern, practicum student, student job shadow observer, for Missoula County Public Schools agree never to disclose information about a student’s records to anyone other than an authorized school department employee. I will refer all requests for such information from those not directly involved in the student’s education to authorized school department employees.

Signature _____

Date _____



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